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Town Clerk

TOWN OF NEWINGTON  
ANNA REYNOLDS SCHOOL PROJECT BUILDING COMMITTEE  
REGULAR MEETING MINUTES  
October 7, 2021, Zoom Event

- I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 5:20 PM.
- II. Roll Call – Members present: Stephen Woods, Chairperson; Cindy Stamm; Carol Duggan, and Jeremy Whetzel. Others Present: Paul Dominov and Jennifer Mangiagli, Kaestle Boos Associates; Jim Giuliano and Marnie Liska, Construction Solutions Group; Tom DiMauro, Newfield Construction; Lou Jachimowicz, Chief Finance and Operating Officer; Jason Smith, Principal; James Krupinski, Town Clerk; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Take Action on Prior Meeting Minutes - Ms. Duggan made a motion that the minutes of the September 2, 2021 meeting be accepted as presented. A second to the motion was made by Mr. Whetzel. The motion passed unanimously by a vote of 4 YES to 0 NO.
- V. Discuss and Take Action on Reconciliation of Estimates – Mr. DiMauro noted that the Schematic Design estimates were reconciled, as reported at an earlier meeting. The value was less than the grant amount. There was a four percent difference between the two estimates, which is normal at this stage. Newfield Construction is already working on the Design Development estimate. Ms. Mangiagli stated that her firm would appreciate acknowledgement or acceptance of the Schematic Design documents, as a statement that there is nothing alarming or unacceptable in them. Ms. Stamm made a motion that the Project Building Committee accept the Schematic Design for Anna Reynolds School and the Schematic Design estimate as reconciled. A second to the motion was made by Ms. Duggan. There was no discussion. The motion passed unanimously by a vote of 4 YES to 0 NO.
- VI. Discuss and Take Action on Recommendation to Town Council on §8-24 Referral – The Chair stated that the project location needs to be referred to the Town Plan and Zoning Commission. He asked Mr. Baron if action was necessary? Mr. Baron responded that it was his belief that the Town Council was already moving on this, and that it would be helpful for the Committee to recommend it, in the event that the Council was unable to take action on it before recessing for the next Town Council election. It is in the Building Committee ordinance that the project location be referred to the Town Plan and Zoning Commission. Mr. Whetzel made a motion that the Project Building Committee recommends to the Town Council that it refer the project location to the Town Plan and Zoning Commission for review

under Connecticut General Statutes section 8-24. A second to the motion was made by Ms. Stamm. There was no discussion. The motion passed unanimously by a vote of 4 YES to 0 NO.

- VII. Architect's Update – presented by Ms. Mangiagli. Kaestle Boos Associates finished design development on September 30<sup>th</sup>. Documents were distributed electronically. There are now two volumes of drawings. There are now Mechanical-Electrical-Plumbing and Fire Protection drawings. More specifications have been developed. There is a lot more information. They provided this information to the cost estimator and to Newfield Construction. They are moving into the construction documents stage while estimating and the reconciliation of those estimates take place. Estimates are due at the end of October, then reconciliation. There have been a lot of meetings since the Building Committee last met. Kaestle Boos Associates met with some Town staff (Health, Fire Marshal's Office, etc.). They saw the high-level version of what is in the site plan. Phasing meetings have been held with the school district and with Newfield Construction. There have been focus meetings with the Anna Reynolds staff on the layouts by grade level, storage, etc. They met with the Police Chief and the Fire Marshal to see what is going on around the site that will affect first responders. They met with the Transportation Department on circulation. They met with the school district on classroom technology and also on the kitchen layout. They met with EverSource on electrical work. The electrical service will need a new transformer to maintain the 2,000-amp service. There was a security meeting earlier in the day. They also met with the State Office of School Construction Grants and Review, for the Schematic and Conceptual Design Review. They shared where we were with the State. The State is helping with what is needed for a space waiver. She will check in with them as there was information they were going to provide. Perhaps it has already been given to the Superintendent of Schools. Kaestle Boos Associates is preparing presentations to the Town Plan and Zoning Commission and to the Conservation Commission. Mr. Woods stated that he appreciates the due diligence of Kaestle Boos Associates and wants them to hit the streets with a bid package as soon as possible.
- VIII. Owner's Project Manager Update – presented by Ms. Liska. An RFP (Request for Proposals) was issued for commissioning services. Six firms responded. Their fees ranged from roughly \$48,000 to \$105,000. Innovative Engineering Services (IES) provided the lowest fees. Both Construction Solutions Group and Kaestle Boos Associates have worked with IES in the past and have been very happy with their work. She would recommend acceptance of their proposed fee of \$48,350, pending a scope review meeting and a check of their references. She wants to be sure that they have the complete scope in their anticipated fee. Mr. Whetzel asked why the difference in the bid prices? Ms. Liska replied that she doesn't know and can't answer that question at this point in time. The next lowest cost was \$73,351. Mr. Woods stated that, given a commissioning agent is needed in short order, and in light of their experience, he is OK with moving forward. Ms. Stamm made a motion that that the firm of Innovative Engineering Services be selected to provide commissioning services for this project for the amount of \$48,350.00, pending a successful scope review meeting and check of their references. A second to the motion was provided by Mr. Whetzel. There was no discussion. The motion passed unanimously by a vote of 4 YES to 0 NO. Mr. Woods told Ms. Liska that if there is an issue she should get back to the Committee.

Ms. Liska also noted that there was a second item. It involves scoping the existing plumbing line at the school to see if it is good enough to re-use or if it should be replaced.

The school district uses Gallicchio Plumbing. She has spoken with John Gallicchio, but failed to get an hourly rate. They partner with the Drain Doctor, who has a camera. She proposes paying Gallicchio Plumbing on a time and materials basis at their hourly rate. She is asking for Building Committee approval of a not-to-exceed amount of \$7,000. She will then work with them on a time and material basis at an agreed upon hourly rate. Ms. Duggan then made a motion that the Building Committee authorize Construction Solutions Group to work with Gallicchio Plumbing for a not-to-exceed figure of \$7,000.00, to determine if the piping at the school needs to be replaced. A second to the motion was provided by Mr. Whetzel. There was no discussion. The motion passed unanimously by a vote of 4 YES to 0 NO.

- IX. Construction Manager's Update – provided by Mr. DiMauro. They are now getting into Design Development. They are deeply into phasing now.
- X. Any Other Business Pertinent to the Committee – Mr. Woods stated that in the past other Project Building Committees have given the Chair authority to approve payments to keep the project moving along. He is requesting that this Committee grant similar approval. If he does it, he will send out an e-mail to all members. Some things need to be done quickly. He would like the amount to be \$20,000, but is comfortable with another amount if that is the Committee's decision. Ms. Stamm made a motion that the Project Building Committee give Chairperson Stephen Woods the authority to approve project change orders and payments up to \$20,000.00. A second to the motion was provided by Ms. Duggan. There was no discussion. The motion passed unanimously by a vote of 4 YES to 0 NO. Ms. Stamm asked for the date of the next Regular Meeting, which is October 21<sup>st</sup>. Mr. Krupienski stated that elected officials do not take office until November 9<sup>th</sup>, so the Building Committee can have a Regular Meeting on November 4<sup>th</sup> if it chose to do so.
- XI. Public Participation – None.
- XII. Comments by Members – None.
- XIII. Adjournment – the meeting adjourned at 5:55 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services